



# Base Bulletin

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The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items via email to [publishing.management.dci@vandenberg.af.mil](mailto:publishing.management.dci@vandenberg.af.mil) or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614 to arrive at DCI/SCSP by noon Friday, the week before you want your item to appear. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

## SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961

Safety Hazard? Dial 5-SAFE (If off base, dial 605-SAFE)

## SECTION II — OFFICIAL

### 1. 30<sup>th</sup> Communications Squadron:

**a. Emission Security:** EMSEC is a base-level program requiring compliance with equipment and system installation standards as outlined in AFMAN 33-214V2, Emission Security Countermeasures Reviews. This applies only to classified computers, systems, or facilities. For information on what the VAFB EMSEC program has to offer, check out our website at the following address: <https://milnet/wiao/emsec.htm>. (30CS/SCBI, 5-2352)

**b. Accountable Mail - New Form DD2825:** DoD 4525.8-m, DoD Official Mail Manual, was revised as of 26 Dec 2001. It calls for using a new accountable mail form to replace the AF Form 12 for recording express, certified, and registered mail between offices on base, such as, to the BITC personnel who pick up the accountable mail, or if accountable mail is hand carried to another office on base. You can find the form in the VEPDL link to the DoD forms and download it to your version of Form Flow. We would like all mailers to use the new form by 1 Oct 02. Dd2825 can be found at <http://www.dior.whs.mil/forms/dd2825.frz> or <http://www.dior.whs.mil/forms/dd2825.pdf>. (30 CS/BITC-DCI, 6-7028)

### 2. Traffic Management Office:

**a. Separating, Retiring or PCSing?** PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: SSgt Papa, ext 6-0904 (30 TRANS/LGTTH)

**b. Approval for On-Base Commercial Carrier Accounts and Pick Up Points:** Attention all DoD organizations on Vandenberg AFB: Under the provisions of AFI 24-201, paragraph 2.1, the Traffic Management Office (TMO) must approve all on-base commercial carrier accounts and pick up points. To assist us in ensuring we are complying with AFI 24-201, we request all organizations with a commercial carrier (Federal Express, United Parcel, etc.) contact TMO. POC: TSgt Dobbs, ext 6-3381 (30 TRANS/LGTTF)

### 3. Civilian Personnel: (30 MSS/DPCE, 6-5847).

**a. Voluntary Leave Transfer Program:** Annual Leave Donations are needed for: Nancy Larson, 30 CES, Denise Christopher, 56<sup>th</sup> Medical Operations Squadron, Luke AFB, Janice Robinson, Diane Fowler, Izmir Turkey, Ethel Carter, USTRANSCOM, Scott AFB, Janet Brown, Scott AFB, Hiram Johnson, Air National Guard, and Frank Rohosy, 911 SFS, Pittsburgh International Airport, Kevin Johnson, 440 SPTG Security Forces, and General Mitchell IAP-Air Reserve Station, Milwaukee, Wisconsin. Those civilian employees who would like to donate a portion of their annual leave must complete an Optional Form 630-A. You can come by Building 11777, Room B-105 to pick-up and/or turn in your form. You can also access this form on the web at: [http://www.opm.gov/FORMS/PDF\\_FILL/opm630A.pdf](http://www.opm.gov/FORMS/PDF_FILL/opm630A.pdf).

**b. Weingarten Right:** Federal civilian employees who are members of a bargaining unit have the qualified right to union representation during investigatory interviews/meetings. This Weingarten right is mandatory when the following four (4) conditions are met:

- a. The meeting between the employee and management official(s) must be an examination;
- b. The examination must be in connection with an investigation;
- c. The employee must reasonably believe that disciplinary action may result from the meeting
- d. The employee must request representation.

**c. Next Of Kin (NOK) Notification For Air Force Civilian Employees:** (30 MSS/DPCE, 6-5847). Have you updated your record? The terrorist attacks on the World Trade Center and the Pentagon highlighted the need for a dependable system that provides immediate access to emergency information in the event a federal employee becomes a casualty. In response, the Air Force developed a Civilian Emergency Data System (EMDS) web application that will provide casualty notification personnel immediate NOK contact information in case of an emergency. Employees use the EMDS to specify the names and addresses of a spouse, children, parents and/or other person(s) they want notified in the event they become a casualty, or in case of any other emergency. Updating emergency data in the EMDS is extremely important to ensure current information is available on each employee. Individual employees are the only ones who can access and update emergency data in the EMDS. Civilian Personnel Flight (CPF) representatives and the Air Force Personnel Center Casualty Notification Office (HQ AFPC/DPW) will have view-only capability, in case access to emergency data is needed. Employees are strongly urged to update emergency data in the EMDS and, also, ensure that supervisors have current emergency data information. The web address for updating emergency data is: <http://www.afpc.randolph.af.mil/emds/default.htm>. If you have questions or need assistance in accessing the site, contact your Employee Relations Specialist in the Civilian Personnel Flight at 6-5847.

**4. 30<sup>th</sup> Security Squadron Information:** (30 SFS/SFOSP, 5-0792 or 5-0797).

**Lompoc Gate Closure:** Effective 26 Aug 02, 0600 the Lompoc Gate will be closed to all traffic (inbound and outbound) for approximately 180 days. This is necessary to the reconstruction of the Lompoc Gate facility and reconfiguration of the Santa Lucia Canyon Road intersection. The estimated completion date is Feb 03. If you normally use the Lompoc Gate, you may consider using the Santa Maria and/or Solvang Gages for main Base access during this construction period. Please adjust your travel time to Vandenberg and allow yourself sufficient travel time, as the traffic flow will increase due to the Gate closure. Also, there will be periods when the Santa Lucia Canyon Road (adjacent to Lompoc Gate) will be one lane, and delays can be expected. Please contact MSgt Bilicki, 30 SFS/SFOX at 5-0549 if you have any questions concerning this matter.

**5. Base Legal Office:** (30 SWA/JA, 5-6200)

**a. Office Closure:** The Base Legal Office will be closed on 23 Aug 02 from 0730-0900 due to an official function. For more information regarding this issue please call 5-6200.

**OFFICIAL**

**Robert M. Worley II**  
**Colonel, USAF**  
**Commander**

**Mary E. Meyer**  
**Chief, Publishing Management**

### **SECTION III — UNOFFICIAL**

**Commissary Carrot Cake Bake-Off:** 21 Aug 02, 1030 judging will commence. Please have your entry at the Commissary no later than 1000. Prizes will be awarded for first and second prize.

**30<sup>th</sup> Communications Squadron Spouses Club Meeting:** Will meet the last Wednesday of each month at 1900 at varying locations. This is a great opportunity for spouses to get to know each other, talk about various issues and have some fun. For more info please contact Mary Claypool at 734-2018 or Natalie Hanna at 734-1129.

**Officer Christian Fellowship (OCF) Meeting:** Meets Wednesdays of each month at 1900 at the residence of Keith and Christy Keana, 612 Cherry, VAFB. If interested please contact Captain Keith Keana at 5-4567, or Christy at 734-0696.

**Family Support Center:** Pre-Register for all Classes, Workshops & Seminars (30 MSS/DPF, 5-0134).

**a. Manage Your Move:** 21 Aug 02, 0900-1130. For adults on the move, includes briefings from Finance, TMO, Housing, Legal Office, and tips from TRICARE. Have your questions ready and plan to attend within 120-90 days prior to departure. Spouses are encouraged to attend. Call 6-0801 to register.

**b. WIC Office Comes To You:** 22 Aug 02, 0800-1700. A satellite office of the Women, Infants, & Children (WIC) Program is at the Family Support Center the 4th Thursday of each month from 0800-1700 for Vandenberg personnel who meet program requirements. WIC is a nutrition education program, and provides supplemental food to promote good health for pregnant, breastfeeding, and postpartum women, infants and children up to age five. For more information contact Teresa Orozco at 6-4636, or call the Lompoc WIC office at 737-6470 for an appointment.

**c. CAL-VET/VA Home Loan Classes:** 23 Aug 02, 1330-1530. One of the major Veterans' benefits is the Veteran's Home Loan Guaranty. It is made to service members, retirees, reservists, and unmarried surviving spouses for the purchase of homes, townhouses, condominiums and mobile homes and for refinancing of loan. Learn the application procedures and understand the basic CAL-VET/VA Home Loan process and be cognitive of potential pitfalls. Call 6-4491 to register.

**d. Single Parents Support Group:** 27 Aug 02, 1130-1300 at the Services Center. This is an informal group for individuals who are dealing with divorce and single parenting. Pre-Registration not required. For more information, call 6-9958.

**e. Sponsorship Training:** 27 Aug 02, 1500-1600. Hear about the changes in the program and learn sponsor responsibilities, relocation resources, and tips to assist newcomers. Also offered as a tutorial on the "Intranet" or website <https://intranet.vandenberg.af.mil/sponsor/index.htm>. To sign up call 6-0801.

**f. Interviewing and Dress for Success:** 28 Aug 02, 0900-1130. Make a statement, and get the job! Learn what to wear and what "not" to wear. Learn tips to dress for your interview and workplace. To sign up, call 6-0039.

**g. A Pre-Separation Briefing:** is required at least 90 days prior to leaving the service for military members scheduled to retire or separate. This mandatory counseling session consists of service members' benefits. Spouses are welcome and encouraged to attend. This session is offered every Tuesday morning 0800-0900 (except TAP seminar week). For further details contact Sunny Park at 5-0134.

**h. TOPS (Take Off Pounds Sensibly):** Every Monday at 1900-2000. A weight reduction support group is available for those interested in losing weight and meeting with others who have similar goals. Call Julie at 733-7905, or the HAWC at 6-2221.

**i. Anger Management Class:** Every Tuesday at 1400-1600. Learn how to control your anger and enjoy life more. Topics covered will be family patterns and how anger occurs, diffusing anger triggers and strategies to reduce and control anger. If interested please contact Eileen Fox, Family Outreach Manager at 6-5338.

**j. Playtime for Tots:** This playgroup is for parents and their children ages 2 – 5. They meet Tuesday mornings at 1000 at Cocheo Park except for the third Tuesday where they go to the library for story time. This is a time for parents and their children to meet others for free play. *Well children only please.* POC: Beki at 734-2668.

**k. Baby Meet:** Held every Thursday at 1000 at the gymnasium next to the Youth Center. This is a parent participation group for babies between the ages of newborn to 2 years of age. Meet other parents and their babies for discussion and socialization. *Well babies only please.* For information, call Christine at 734-7135.

**l. Car Seat Safety:** Did you know that 4 out of 5 car seats are installed incorrectly? Could one of them be yours? Family Advocacy offers a 30-minute car seat inspection designed to educate parents on the proper installation of child passenger safety seats. For more information, please contact Valerie Andersen at 6-5338.

**m. Retirees Activity Center on the Web:** The website address for the Joint Retiree Activity Center is: [http://www.vandenberg.af.mil/30sw/organizations/staff\\_agencies/rac/index.html](http://www.vandenberg.af.mil/30sw/organizations/staff_agencies/rac/index.html). You can check for upcoming events and activities of interest.

**n. Videophone Program:** This program provides videophone communication for immediate family of military members who are deployed, remote or TDY. Call TSgt Lefebvre at 6-0039 to set up an appointment.

**o. Computer Resource Room:** 0800-1600, call 6-0801 to reserve time slots. You will find computer support for completing the Federal Job Kit, resumes, and applications. The Scholarship Resource Network is available. Internet connection is available for transition, relocation, and family member employment needs. Local and nation-wide opportunities are posted, and a selection of employment research books are available for check out.

**p. Respite Care Program:** Intended to assist those who cannot afford care and would otherwise never get a “break”. This program is based on necessity, as well as financial need and is always given as a grant. Families are referred to AFAS through the Exceptional Family Member Program (EFMP) or Family Advocacy. Contact Lyn Smith for more information at 5-8551.

**q. Racquetball Court:** Available 0830-1530 Mon–Fri. Reservations are required. Call 6-2221.

**30th Services Squadron:** (30 SVS/SVK, 6-0276)

**a. Pacific Coast Club:** (For information on any club functions, please call 734-4375 or 734-4376).

**Club Card Drawing:** The drawing is every Friday between 1700 and 2000, you must be present to win.

#### Entertainment

♫ **DJ, Officers Lounge:** 23 Aug 02, 1800-2200.

♫ **Karaoke Night, Enlisted Lounge:** 23 Aug 02, 2100-0200.

♫ **Karaoke Night, Officers Lounge:** 30 Aug 02, 1800-2200.

♫ **DJ, Enlisted Lounge:** 30 Aug 02, 1900-2400.

#### Menu

##### Weekly Lunch Schedule:

☉ Mondays: **Weekly Lunch Special.**

☉ Tuesdays: **Mexican, Italian, or Oriental Buffet** (on a rotating schedule).

☉ Wednesdays: **Santa Maria BBQ Buffet.**

☉ Thursdays: **Chicken and Ribs Buffet.**

☉ Fridays: **Seafood Buffet.**

**b. Fitness Center: (30SVS/SVMP, 6-3832)**

🏋️ **Group Fitness:** Stop by the Fitness Center for a schedule of group fitness sessions running weekly at the Services Center. These sessions include yoga, step, box aerobics, cycling, and more.

🏋️ **Judo Club:** Judo is back at the Gym Annex on Tuesday and Thursday evenings from 1830-2000. If you have questions, contact Art at 6-9519.

🏋️ **Upcoming Fitness Events:**

🏊 **Beach Party Fun Run:** 23 Aug 02, 1200. Wear your favorite beach attire!

🏊 **Body Composition Testing:** 26 Aug 02, 0900.

🏊 **Intro to the Free weight Room:** 28 Aug 02, 0900.

**c. Bowling Center: (30SVS/SVK, 6-3209/734-1310)**

- **Winter Leagues:** The Bowling Center is currently registering bowlers for Winter leagues. Sign up today!
  - **Summer Schedule:** The Bowling Center is closed on Sundays and holidays through 1 Sep 02, with regular hours Mon-Sat.
  - **Thunder Alley/Rock 300:** Glow and Bowl. Thursday, 1800-2100, Family Night. Friday, 2100-2400, Thunder Alley/Rock 300. Saturday, 2100-2400, Thunder Alley/Rock 300.
- d. **Services Center: (30SVS/SVYR, 5-8974)**  
**Information Tickets & Travel: (30SVS/SVYR, 6-7976)**
- ☞ **Bed Race:** 21 Sep 02, 1100, Services Center Parking Lot. Time to start planning and building for the bed race. Call for rules and details.
  - ☞ **Carnival Cruise Lines:** Special rates available for active duty and retirees on their 3 day Baja Mexico cruises. The following are samples of the available rates. (\$150 deposit is required to confirm and hold a space.) Cost is 29 Nov 02, \$375 per person, 06 or 13 Dec 02, \$295 per person.
  - ☞ **Natural Knead Massage Therapy:** Therapeutic massage is a valuable addition to health care and fitness routines as a natural way to promote healthy body functioning, and to enhance the body's restorative powers. Located in the Services Center, call for appointments at 5-4748.
- e. **Library: (30 SVS/SVT, 6-6414)**
- ☞ **Women's Book Group Meeting:** 29 Aug 02, 1200. Library Conference Room
  - ☞ **Summer Reading Program:** Certificates and prizes for those participating in the summer reading program may be picked up at the library until 1 Sep 02.
  - ☞ **Road Map Exchange:** Have any old road maps hanging around from past vacations or trips and don't know what to do with them? Bring them to your Base Library for the Road Map Exchange Program. It works just like our paperback exchange. Take what you need OR leave what you don't want any more. We have city, state and country maps for people who are going on vacation, moving, or just curious."
  - ☞ **Internet Access!** The library has Internet access available with 16 computer stations. Stop by and get your internet access card, so you can log on!
  - ☞ **Preschool Story Time:** Story time for children ages 2 to 5 is held every Thursday at 1000. Contact the Base Library at 6-6414 to sign up.
- f. **Family Aquatics Center: (30SVS/SVRO, 6-3581)**
- 🏊 **Water Aerobics:** Next session runs 02-30 Aug, every Mon/Wed/Fri from 1130-1215. Get a great workout without the impact of land based exercise programs. Cost is \$3 per class or \$20 a month.
- g. **Youth Center: (30SVS/SVYY, 6-2152)**
- 🏠 **Youth Center Orientations:** Pre-school participants (ages 3-4 years) and parents: 29 Aug, 0930-1000. Pre-school participants (ages 4-5 years) and parents: 29 Aug, 1030-1100.
  - 🏠 **Volunteers Needed:** Youth Sports is soliciting volunteers for coaches, scorekeepers and officials for the upcoming seasons.
- h. **Marshallia Ranch Golf Course: (30SVS/SVRG, 6-6262)**
- 🏌 **Upcoming Events:**
    - 🏌 **Highway Patrol Shotgun Tournament:** 24 Aug 02, 1300.
    - 🏌 **Marshallia Masters:** 13-15 Sept 02. Sign up at the Pro Shop.
  - 🏌 **Ladies Priority:** Every Wednesday 0832-0904.
  - 🏌 **Golf Intramurals:** Tuesdays & Thursdays, 1200-0100.
  - 🏌 **Tuesday Special:** Active duty receives half off on green fees, and carts at the 9-hole rate.
  - 🏌 **Wednesday:** Carts at the 9-hole rate, and range buckets are \$1 off the regular price.
  - 🏌 **Thursday:** Retired military receive carts at the 9-hole rate.
  - 🏌 **Friday:** Contractor and guest green fees are \$5 off the regular rate.
- i. **Outdoor Recreation: (30SVS/SVRO, 6-5908)**
- ▲ **Fishing Bait:** Stop by the Equipment Checkout for our selection and prices on fishing bait.
  - ▲ **Bass Club:** Come and join this exciting club! 1-year membership is only \$10. The Bass Club holds two meetings and two tournaments each month. Next tournament: 25 Aug 02, 0600-1200, at the Punch Bowl Lake.
  - ▲ **San Diego Bike Ride: 19-22 Sep 02.** This bike ride will be at a leisurely pace with plenty of sightseeing along the way. We plan to average about 85 miles each day on bike paths, roads



and freeways, with motel stops each night. Cost is \$275 per person including motel. Contact Curtis at Outdoor Rec for more details.

**j. Family Child Care: (30SVS/SVYD, 6-4639)**

⚠ **Child Care Providers:** The need for Child Care Providers has never been greater! As an Air Force Family Child Care (FCC) provider, you can care for military/DoD children and enjoy the convenience of working at home. Help make a difference and find out how you can become a licensed childcare provider. Contact Gwendolyn Jones at 6-4639 or 6-3255.

**k. Rod & Gun Club: (30SVS/SVRO, 6-4560)**

⚠ **Open Skeet and Trap Shooting:** Every Wed. Fri, Sat & Sun at 0830.

⚠ **Indoor Archery:** Every Tue & Thu from 1600-2000.

**Education Center: (30MSS/DPHE, 5-5904)**

**a. CCAF Paperwork Deadline For Fall Graduation:** Please ensure all required paperwork is submitted to the Base Education Center by 23 Aug 02 in order to be eligible for the fall graduation ceremony. Please direct questions and or concerns to Kathy Moran at 5-5906.

**b. Allan Hancock College Late Registration Fall Semester 2002:** Registration will commence 19-23 Aug 02 for 8 week classes and 19-30 Aug 02 for 16 week classes. If interested please call 606-5915 or 734-3500 for an appointment or for further information.

**Computer Training: (MCA, 6-3771)**

**a. Lunch & Learn:** Remember, you can bring your lunch to any Lunch & Learn Class and "eat while you learn"! For information, e-mail [james.wooding@vandenberg.af.mil](mailto:james.wooding@vandenberg.af.mil)

**b. Personal Computer Systems Training:** Call for information and dates for our new classes, **Adobe Acrobat Writer, Photoshop Elements, and Advanced Access.** Learn Introduction to Computers -- A basic classes for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access 2000 Beginning; Access 2000 Intermediate; Access Lab, Palm PDA Beginning, and Project 2000; Publisher 2000, Front Page 2000, Outlook, and Outlook Email Only. In addition to the existing traditional demonstration/lecture courses offered at the Computer Training Facility located within Bldg. 9360, MCA Engineers, Inc. also reserves 4 hour blocks of time specifically for those students interested in completing Computer Based Training (CBT) Courseware. This provides an alternate method for those who are unable to satisfactorily complete CBT's at their Personal Computer in their work environment. Slots are available both in the morning and afternoon time frame. Call for more information, or e-mail to: [lexi.schwartz@vandenberg.af.mil](mailto:lexi.schwartz@vandenberg.af.mil).

**American Red Cross: (ARC, 736-5110)**

**a. Disaster Response Class Schedule:**

**Santa Barbara Office / Buellton Senior Center**, 2707 State Street, 687-1331/164 W. Highway 246

Call to reserve a spot – 687-1331 Email us: [disaster@sbaco-redcross.org](mailto:disaster@sbaco-redcross.org)

**Training Course**

	<b>Date</b>	<b>Time</b>
Records & Reports 1 #3078 (Buellton Senior Center)	Sat. Sept. 7	8:30a.m. - 5:00p.m.
Liaison 1: Conducting Community Collaborations #4021 (Buellton Senior Center)	Sat. Sept. 14	8:30a.m. - 5:00p.m.
Emergency Operations Center #3083 (Buellton Senior Center)	Sat. Sept. 21	8:30a.m. - 4:30p.m.

**b. All of the above courses are free of charge.** These courses are designed to prepare individuals and or groups to participate in Red Cross Disaster Relief Operations. Be part of the solution! Call to register today or email us at [disaster@sbaco-redcross.org](mailto:disaster@sbaco-redcross.org). The Buellton Senior Center is at 164 W. Highway 246. You are invited to bring a friend. The only pre-requisite is Intro to Disaster, which may be taken home and completed via a video and workbook.

**Vehicle For Sale:** 97 Chevy Astro Van, very good condition, reliable. Van has running boards, towing package, new tires, all fluids and filters have been changed. Asking price is \$6,995.00. If interested please contact Gary at 734-7198.